



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 9/13/13	<u>Interviewer:</u> Laura Eckert	RFA #13 – 36
<u>Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED]		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> WWU [REDACTED]		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.)</u> [REDACTED] returning as WWU employee		
[REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male Female Administrator Faculty Staff Student
Concern Regarding: Male Female Administrator Faculty Staff Student

Category: (Please check at least one)

<input type="checkbox"/> Age	<input type="checkbox"/> Color	<input type="checkbox"/> Creed	<input type="checkbox"/> Disability	<input type="checkbox"/> Veteran Status
<input type="checkbox"/> Marital Status	<input type="checkbox"/> National Origin	<input type="checkbox"/> Race	<input type="checkbox"/> Religion	<input type="checkbox"/> Retaliation
<input type="checkbox"/> Sex/Gender	<input type="checkbox"/> Sexual Harassment	<input type="checkbox"/> Sexual Orientation	<input type="checkbox"/> Employment	<input type="checkbox"/> Genetic Information
<input type="checkbox"/> Gender Identity or Expression				

Time Line		
Date	Item	Comments
9/13/13	LE t/c with [REDACTED]	<p>Work has been improving; [REDACTED] trained as a shop steward; enjoying her job. Generally feeling hopeful and people working together; keeping communication open with [REDACTED].</p> <p>Earlier this week it became pretty clear they intend to bring [REDACTED] back as a [REDACTED]. At a union meeting, union folks confirmed he was coming back. He left almost 2 years ago. He'd been put on a 2 year layoff list and the new contract makes that 3 years, so they would have had to use temps for a year and three months, which isn't practical. [REDACTED] had hoped the position would open internally and she could apply.</p> <p>[REDACTED] called [REDACTED] and asked if she'd heard they are bringing [REDACTED] back. [REDACTED] emailed [REDACTED] on Wednesday expressing concern that [REDACTED] was coming back and asking to discuss. [REDACTED] wrote back saying he expected concerns, will talk to the shop before [REDACTED] returns, and can talk with [REDACTED] and [REDACTED] responded that she and [REDACTED] want to meet with [REDACTED] prior to [REDACTED] returning and are available on Friday or Monday. [REDACTED] called [REDACTED]</p>

		<p>and asked what she wanted to talk about to see if HR or the union should be there.</p> <p>█████ wants to know how they can bring back a person who was not officially disciplined for complaints. She said she will be very uncomfortable working in the shop with him.</p>
9/13/13	LE t/c with Doug Adelstein	<p>Two or 3 weeks ago a █████ position opened, requiring them to contact the most senior person on the layoff list with the skills/abilities. That was █████ He had a few days to decide, and then accepted.</p> <p>When █████ left before, he did not successfully end trial service. They made it a condition that if he ever were to return, it would be a last chance agreement, which he was shown but did not have to sign at the time he left. The agreement said if █████ came back he would have to sign it and if there was any issue it would lead to immediate termination without union grievance options. █████ signed this on Tuesday and █████ set forth clear expectations. He starts October 1. The fact of the agreement is private personnel information that can't be shared with co-workers.</p> <p>Laura requested that at 9am on █████ first morning back, his first assignment be to come to EOO to talk about appropriate behavior, more training and no retaliation.</p>
9/13/13	LE met with █████	█████ expressed concern about the work environment returning to what it was like when █████ was here.
9/16/13	Sue t/c █████	Discussed new guidance re: retaliation. EO will talk with leadership █████, █████ about no tolerance for harassing behavior and right to be free of retaliation.
9/16/13	Sue t/c Chyerl	Discussed options, decided Sue meet with █████ leadership
9/16/13	Sue t/c █████	Agreed Sue to meet with █████
9/16/13	LE t/c █████	Lm, want to schedule time to meet ...
9/16/13	█████	Stopped by EOO, had to go, LE called on cell phone, █████ does not want any specifics related to him discussed with leadership. LE conveyed that EO is addressing this holistically.
9/16/13	LE t/c █████	Lm, pls call
9/19/13	█████ t/c to LE	█████ talked to █████ in her capacity as a leader of the █████ Council. He expressed concern there is "nothing we can do". █████ will follow up with █████ after █████ first day back and after his first week back. Laura shared that everyone is taking this issue seriously and that Sue and Laura will be meeting with █████ and █████.
9/19/13	LE t/c to █████	Laura let █████ know that EO will be meeting with █████ and █████. █████ said that so far, so good. Laura said she will check in again if she doesn't hear from █████.
9/19/13	LE t/c █████	Lm, pls call █████ is coming back, EO talking to █████ leadership and will also talk with █████ his first morning back. We want to hear if any issues.
9/20/13	█████ t/c to LE	LE out today
9/23/13	LE t/c to █████	Lm, pls call and want to make appt to see me next Th/Fri
9/23/13	█████ t/c to LE	Lm, LE in mtg

9/23	Mtg Sue, LE [REDACTED]	Discussed [REDACTED] returning, what is appropriate behavior, definition of retaliation, examples of retaliation.
9/23	LE t/c to [REDACTED]	<p>[REDACTED] went in to work last Friday and listened to [REDACTED], "It was ok."</p> <p>As a result of mtg, most of crew did not want to talk up in that forum. [REDACTED] spoke up and said as a result of all this stuff, we all had to go to a training session for mgmt. styles or something, are you going to make [REDACTED] do sensitivity classes like we did. [Sue and LKL did it]</p> <p>They said we are not at liberty to tell you what [REDACTED] has/will do but need you to trust we are managing the situation. Need you to speak up if see or hear anything that is not ok.</p> <p>[REDACTED] said if we do speak up then we are going to be whiners or complainers?</p> <p>They said we want you to have safe climate. We want to hear from you.</p> <p>[REDACTED] approached [REDACTED] and told him to keep his opinions to himself. This was later Friday morning. That was only topic [REDACTED] spoke up about.</p> <p>When she is back for a few days, she will meet with me and let me know how things are going.</p>
9/26	LE t/c to [REDACTED]	How's it going? Can you call and then come by late next week to let me know how it's going? Sure, he will do that. [helping a maintenance mechanic with a bulletin board so can't talk much] will call/stop by next week
9/27	t/c from [REDACTED]	Left message, can he come by after lunch?
9/27	LE t/c to [REDACTED]	Set mtg for 12:30 today
9/27	LE mtg [REDACTED]	General conversation about giving someone another chance, Western values him and is not going to tolerate a return to bad climate.
		Sue called [REDACTED], who repeated he was feeling better about his concerns.
10/2/2013	Sue mtg w/ [REDACTED]	See memo to file re: content of meeting.